



ADULT SLOW-PITCH SOFTBALL

POLICIES AND PROCEDURES



AMENDMENTS TO ASA RULES

Team managers are responsible for reading and understanding all information in this manual.

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BASICS: (please read this in addition to the complete rulebook)

- ☞ Teams are not considered registered in the league until payment has been received by the Parks and Recreation Department. (Sec I 4)
- ☞ Games start at 6:30 pm, 7:30 pm, 8:30 pm, and 9:30 pm.
- ☞ There is a one-and-one count with no fouls to waste. (Sec II 5)
- ☞ Home runs – A three home run differential will be in effect at all times. Home runs outside the three home run differential will be an OUT. (Sec II 6)
- ☞ Run (mercy) rule – ASA rules - **15 after 4, 12 after 5**. (Sec II 6)
- ☞ There is **no alcohol** allowed in the park during league play. This includes fields, stands, sidewalks and parking lot. (Sec I 22)
- ☞ Players must be at least **18 Years old** to play, and must have signed a waiver before entering the play area. (Sec I 20 A)
- ☞ Players must be listed on the roster before the “Frozen Roster Date” and have played in at least **four** games to be eligible for tournament play. (Sec I 20 D)
- ☞ Fields are available to registered teams for one free practice. All other bookings will be subject to regular field rates and payment is required at the time of booking. (Sec I 13)
- ☞ The Recreation Coordinator has the right to add/delete/modify any rule for the league at any time in order to maintain safe, enjoyable play for all participants.
- ☞ Pitchers are allowed to stand up to 6 feet behind the pitching rubber while pitching. (Sec II 2 C)

SECTION I: PROGRAM INFORMATION

1. MISSION STATEMENT

The mission of the Fountain Hills Parks and Recreation Department is to enhance the quality of life by providing and maintaining safe, available, and accessible parks and recreation services that will meet the intellectual, social, cultural, and leisure needs of all residents.

2. REGISTRATION, PLAYING DATES AND HOLIDAYS

- A. Leagues offered: Men's
- B. There will be a late registration fee that applies to any team who does not meet the deadline.
- C. **No teams may register after 6:00 p.m. on the closing day.**
- D. Registration means payment of total fees and completing the roster.
- E. Registration may be paid in person, online, mail or fax, to the Parks and Recreation Office in the Town Hall located at 16705 E. Avenue of the Fountain. Registrations will not be taken by telephone or by mail. Verbal registrations will **not** be accepted.
- F. Each team must complete the roster form **each season**. The attached waiver must be signed by all team members and returned to the Parks and Recreation Department or to the Recreation Coordinator before the first game played.
- G. All fees will be set by the Parks and Recreation Department.
- H. There will be three (3) regular seasons each year (Spring, Summer, and Fall).
- I. Each season will last approximately 8 weeks.
- J. No games will be scheduled on the following dates:

New Year's Day	Memorial Day Weekend	Veterans' Day
Martin Luther King Day	Fourth of July	Thanksgiving Day
Easter Weekend	Labor Day Weekend	Christmas Day

3. ORGANIZATIONAL / MANAGERS' MEETING

A pre-season meeting of all team managers and/or assistants will be held the week before the regular season. All Town Rules and Regulations will be discussed and a vote taken on each proposed change. There will be one (1) vote per represented team. Any team who does not have a representative at the meeting will forfeit their first regular season game. An **Amateur Softball Association of America (ASA)** rulebook can be purchased at your local sporting goods store for further rules and regulations governing softball.

4. PROGRAM COST

\$485 per team. A twenty (20) player maximum is allowed per roster. NO REFUNDS will be issued. There is a \$20 late fee.

5. NUMBER OF GAMES

To be determined based on the number of teams registered and field availability.

6. **COMMUNICATION**

When registering your team, please fill out the necessary and correct information on the roster. This information will be used for notification of any cancellations or necessary information for the season. The Parks and Recreation Department will notify team managers by email at least five working days before the rescheduled game. If the rescheduled game needs to be scheduled immediately, team managers will be emailed. Please contact the Parks and Recreation Department at 480.816.5132 if you wish to verify rescheduled game(s). When a change needs to be made concerning team names, managers, or assistant manager's telephone number or address, please notify the Parks and Recreation Department. Schedules are posted at <http://www.fh.az.gov/parks-recreation/athletic-leagues>

7. **RULES AND REGULATIONS POLICY STATEMENT**

The Town of Fountain Hills reserves the right to change any rules and regulations whenever due cause warrants. If a change is made, all team managers affected by the change will be notified. **In addition, the Recreation Coordinator reserves the right to add and/or delete any rule or regulation at any time when it benefits the program.**

8. **AGE LIMIT**

Players must be **18 years or older** to participate in adult athletic programs. A team who includes any illegal or underage player will forfeit the game in which that player plays.

9. **EQUAL OPPORTUNITY**

The Town of Fountain Hills does not discriminate against race, color, handicap, or national origin in its athletic programs.

10. **PLAYING TIMES AND DAYS**

- A. Games are on Tuesdays.
- B. Your team must be able to play during the evening hours on Tuesday nights.
- C. Rescheduled or play-off games can be played on any given evening, or at any time, without promise of maintaining previously scheduled pattern of nights played.
- D. Teams that receive **four (4) forfeits** during regular season play will be removed from the schedule for the remainder of the season. **NO REFUNDS will be issued.**
- E. Team names or uniforms that are felt to be offensive in any way will not be allowed. This will be at the discretion of the Recreation Coordinator.
- F. Default Procedures
A team wishing to default a game must notify in writing the Recreation Coordinator within 24 hours if you do not wish to play your regularly scheduled game. Only the team manager may default a game. The Recreation Coordinator will then contact the opposing team and notify them of the cancellation. A defaulted game will count as a "loss" in the league standings – not a forfeit.

11. **AWARDS**

The overall season record will determine the winners of each division. The team with the best regular season record will receive a trophy or plaque to be determined by Coordinator. Tournament champions have the option of either receiving 15 t-shirts or a \$150.00 credit to be used for the upcoming season entry fee *only*. Teams choosing to receive t-shirts will be given the shirts after the season is over and must claim the shirts at the Parks and Recreation office at Town Hall. Teams that choose not to play the upcoming season will be given shirts; they will not be credited the money back.

12. **POLICY STATEMENT ON OFFICIALS**

- A. Officials are provided by the Town of Fountain Hills.
- B. Judgment calls are final. No protests concerning judgment calls will be made.

13. **CARE OF BALL FIELDS**

Please instruct all players and spectators to place empty cans and litter in trash receptacles. Misuse of ball fields, park facilities, and/or school grounds will not be tolerated.

- A. Report violations of policies and damage to facilities to the program supervisor or the Parks and Recreation Department. 480.816.5132.
- B. Signs will be posted and gates will be locked if the fields are closed for maintenance. Use of fields will be restricted to all persons during these times.

14. **NUMBER OF GAME PLAYERS**

- A. Adult Slow-pitch, 10 players allowed on field defensively. Teams must have a minimum of (8) players **PRESENT AT GAME TIME** to begin the game or the game is forfeited. No team may start with less than eight (8), nor finish with less than eight (8), or it will be considered a forfeit. The extra hitter(s) (EH) must be in the line up before the game begins. Coed teams must play minimum of 4 women. At no time will players of the same sex bat consecutively. If there are 9 players, the odd player will bat every other time in the line-up.
- B. Batting with multiple EH's is permitted and limited to players on the team roster.
- C. If a player is removed from the lineup and a roster substitution cannot be made, then the next 1 time for that spot in the lineup shall be an out.
- D. Teams are STRONGLY encouraged to exchange lineups before the game starts.

15. **UNATTACHED PLAYERS**

Registration for softball leagues is accepted for whole teams. If individuals wish to get on a team, the Parks and Recreation Department will place their name on a list and provide the list to the managers. Managers may call individuals from the list if interested. The list is never a guarantee that an unattached player will find a team.

16. **INCLEMENT WEATHER PROCEDURES**

Games will be canceled due to inclement weather by **2:30 p.m.** on game days. It is your responsibility as a team manager to be in contact with the Recreation Coordinator when there may be a possibility of canceled games due to inclement weather. Team managers are also responsible for notifying all players. When in doubt, call the Parks and Recreation Ground Lead at 602.721.6441 or Recreation Coordinator at 480.816.5132. The Parks and Recreation Department may also cancel games for the following reasons:

- A. Safety problems/concerns;
- B. Physical barriers or hazards
- C. Thunder and/or Heavy Rain
- D. Other.

17. **UNIFORMS**

The Parks and Recreation Department does not require uniforms, but strongly encourages them to assist the opposing team and officials in identifying players.

18. **PROTESTS**

- A. Protests will **not** be considered if they are based on a decision involving the accuracy of judgment on the part of the official. Protests will be considered when they concern a rule interpretation.
- B. All protests which cannot be resolved by the umpire or the on-site Field Supervisor must be submitted **IN WRITING** and turned into the Parks and Recreation Department, 16705 E. Avenue of the Fountain, **before closing on the next working day**. A \$15 processing fee is required before the protest will be reviewed. The fee will be refunded if the protest is upheld.
- C. Protest on Player Eligibility: **ATTENTION** – protests on player eligibility can be made until the player's second at-bat. The moment a player completes his second at-bat, his eligibility cannot be protested. If a game is protested on player eligibility and the protested player's name is not on the team roster or is found on more than one team roster, the offending team will forfeit the game. The protested player's name will automatically be deleted from the other team's roster. (Also see #21) Managers cannot protest an entire roster, only individual players. Managers are allowed one (1) eligibility protest per game, per team.

19. **PROTEST PROCEDURES**

- A. The notification of intent to protest must be made immediately before the next legal or illegal pitch or if regarding the last play of the game, immediately following that play and before the umpire(s) leaves the field. (Exception: Player eligibility).
- B. Submit official written protest along with \$15 processing fee before closing on the next working day. The \$15 fee is refunded if the protest is upheld.
- C. Offending team will be notified concerning the protest.
- D. Statements are collected from officials, staff and team managers if necessary
- E. If protest is upheld or denied, notification will be made in writing to both parties involved.
 - 1. If a protest is made on the interpretation of a rule, and is upheld, but the ruling at the point of infraction had no direct effect on the final outcome, the game WILL NOT be replayed. THE PROTEST WILL BE DISMISSED.
 - 2. If a protest is made on the interpretation of a rule and is upheld, and at the point of infraction it had a DIRECT EFFECT on the final outcome, the game will be replayed from the point of infraction.

20. **PLAYER ELIGIBILITY AND ROSTER ADDITIONS/DELETIONS**

- A. All participants must be 18 years old before the first game in which he/she participates.
- B. The roster must be typed or printed neatly with all information requested filled in, and must be filled out before the first game.
- C. No player may play on more than one team of the same league during the season.
- D. Rosters are open throughout the season to add names. A player can be added who has not participated on another team. A player must have played in at least **four** regular season games to be eligible for tournament play. In order to add a player, he must sign an add/drop slip provided by Parks and Recreation.
- E. Player's names must appear on the team roster and waiver before the game in which they play to be an eligible player.
- F. The League Supervisor in the Parks and Recreation Department must approve a roster addition or deletion before the first game in which they intend to play.
- G. Protest on Player Eligibility (see #18, C)
- H. The team roster must have the daytime phone number for the manager and/or assistant manager. When a change needs to be made in scheduling and the team manager cannot be contacted, the Parks and Recreation Department then contacts the assistant manager. This contact is easier to make when daytime phone numbers are available. The updated, correct address of manager and/or assistant manager is MANDATORY. Notification by mail cannot be accomplished if the address listed on the roster is not current.

21. **PLAYER IDENTIFICATION**

Players must produce identification if asked to do so by the Recreation Coordinator or on-site Field Supervisor. This is necessary in the event that any question regarding the eligibility of any player arises, (i.e., underage, not on roster, etc.) at any time before and during a game until a player's second at-bat. (See 18-C).

22. **ALCOHOL AT FIELDS**

The consumption or possession of alcohol at Golden Eagle Park (including the parking lot and bleacher area) is prohibited during league play.

SECTION II: LOCAL SLOW-PITCH SOFTBALL RULES

Slow-pitch softball will be played according to the **Amateur Softball Association of America (A.S.A.)** rulebook. A copy can be obtained at any sporting goods store. The following statements are rule points of emphasis and Town league additions/modifications:

1. **RUNNERS/LEAD-OFFS**

- A. One courtesy runner per inning (and of the same gender for Coed-Leagues.)
 - 1. any additional request must be accepted by the opposing team manager.
 - 2. courtesy runner must be a player on the team roster.
 - 3. if in the lineup, the courtesy runner, must be either the last out or last run scored.
 - 4. if courtesy runner is injured, **then must be permanently removed from the game**, and the original base runner resumes base running.
 - 5. if courtesy runner is on base when his/her turn at bat comes up, then the at bat becomes an out.

A courtesy runner is officially in the game when they touch the base. If a courtesy runner is declared illegal, by appeal, they will be called out upon touching the base. (No other courtesy runner is allowed and the original runner will not be allowed to return to the base since that spot in the line-score is now recorded as an out.)
(Note: This is an appeal play and as such, follows the rules for appeals.)
- B. Leading-off is not allowed in any league. Runners may advance after the batter makes contact with the ball.

2. **DISTANCES/HEIGHTS**

- A. Bases are set at 65'; pitching distance is 50' for all leagues.
- B. The pitched ball must arch at least six feet after leaving the pitcher's hand and before it passes any part of home plate. The pitched ball shall not rise higher than twelve feet above the ground.
- C. Pitchers are allowed to stand up to 6 feet behind the pitching rubber while pitching.

3. **GAME TIME**

- A. Teams will be allowed (5) minutes from game time before a game is called a FORFEIT. The umpire on the field keeps the official time. Time will begin when official declares, "play ball." The scoreboard is **not** official time or score unless stated so by the umpire.
- B. All games are seven (7) innings or one (1) hour, whichever comes first. If a team leads by 15 runs after 4 innings or 12 runs after 5 innings, the team that is ahead is awarded the win. No inning may begin after 55 minutes. A new inning begins immediately after the final out of the preceding inning. The umpire may call "last inning" at 55 minutes.
- C. Games played 4 or more innings (ref. ASA rules) and called due to inclement weather or other unforeseen cancellations shall be considered a regulation game. If a game is called for inclement weather during **Tournament Play**, the game will be continued at a later date from where the game was stopped. **Teams will only play for the time remaining in their regulation 1 hour game with the exception of the Tournament Championship game which has no time limit.**
- D. The final tournament game will have a run rule, but no time limit.

4. **HOME TEAM**

Home team is listed as the team after the “at” (@) on the schedule (i.e. 4 at 2 = 2 is the home team) and occupies the first base dugout.

5. **ONE AND ONE COUNT (With none to waste)**

All leagues will use a one and one count. You are allowed NO foul ball after two strikes. Intentional walks ARE allowed (ref. ASA rules.)

6. **HOME RUN RULE & RUN RULE**

A three OVER-THE-FENCE (OTF) home run differential will be in effect during all games. Any OVER-THE-FENCE home runs hit over the 3 home run differential will be an OUT. [Example: Team-A hits 3 OTF home runs, then hits another OTF ball which counts as an out. Team-B hits 1 OTF home run, then Team-A hits an OTF home run and it stands as a home run since Team-B’s home run reduced the differential to less than 3.]

All games will use the ASA run rule of 15 runs after 4 innings and 12 after 5 innings. **No time limit will be in effect for the championship game of the tournament.**

7. **TIE GAMES**

Teams will play one extra inning after seven (7) innings or (1) hour in order to break a tie. **If time has expired before seven innings, an extra inning will still be played.** If the game remains tied after the extra inning, the game will stand as a tie. Ties will count as a ½ win and ½ loss. During Tournament Play, International Rules will apply with a runner starting each inning on second base for each team with 2 outs.

8. **WARM-UPS (INFIELD/OUTFIELD)**

No infield practice will be allowed unless otherwise specified by the on-site supervisor. Outfield practice for slow-pitch is only permitted on the fields before the evening's first scheduled game. Pitchers get five (5) warm-up pitches at the beginning of the game. Once the game has started there will be NO infield/outfield practice between innings. Warm-up throws for infielders are only allowed during the first inning of the game. No balls are allowed on the field for warm-up after the first inning.

9. **GAME BALL / BALL RETURN**

- A. The game ball used is an ASA approved High Visibility, cor.44, 375lb compression, 12" ball in all leagues. One new game ball will be provided by Parks & Recreation and should be given back to the onsite field supervisor after the game to be used for back up balls. Teams must provide their own back up balls when necessary. Only Town of Fountain Hills official game balls will be accepted for play; no other substitute balls may be inserted into play.
- B. Teams must return all retrievable balls hit out of play as soon as possible in order to keep the speed of the game intact. If all balls have been hit out of play, the game will be suspended until the balls have been returned to the umpire’s control. The game clock will continue to run. The umpire will introduce a new game ball if an out-of-play ball is unable to be retrieved (i.e., unreachable, lost or stolen.)

10. **BAT THROWING**

The intentional throwing of a bat is an automatic out and possible ejection from the game (ejection rules apply). The umpire is not required to give a player or team a warning before ejecting a player. Any such warning should be considered courtesy. This will be enforced as a safety factor under the discretion of the umpire and on-site supervisor.

11. **ILLEGAL BATS**

All players are required to use ASA legal bats. Only those bats, which are included on the ASA Certified Bat list (www.asasoftball.com) will be allowed for use in the Town of Fountain Hills League play. No tampered or altered bats allowed. All bats must not exceed the 1.20 (BPF) Bat Performance Factor. If a player is caught using a banned bat, he will be ejected from the game. A second infraction will result in a forfeit of the game. The umpire's decision on legal and illegal bats is **final**.

12. **TEAM DUGOUT/BENCH AREA**

Player, coaches, managers, and one scorekeeper are allowed in the team dugout or bench area. **NO SPECTATORS, CHILDREN, OR PETS** are permitted in the dugouts at anytime during game play. Another adult not involved in the game should supervise children. Parents/Guardians are responsible for the safety and behavior of their children at the facility. The Town of Fountain Hills is not responsible for children's behavior or safety.

13. **GAME RESULTS AND LEAGUE STANDINGS**

The **home team** will be the official scorekeeper and each team should cross check the accuracy of the score each inning with each other. The winning team is responsible for reporting the score and winning team to the on-site Field Supervisor or Recreation Coordinator if necessary.

League standings will be updated every Wednesday during the regular season and posted on the website at www.fh.az.gov/parksrec. Questions concerning league standings should be directed to the Recreation Coordinator.

14. **DECEITFUL ACTS**

No fake tags! A fake tag occurs when a fielder without the ball deceives the runner by impeding his/her progress. This will not be allowed. If this occurs, it will be the judgment of the official to either warn the player or eject them from the game.

15. **BUNTING/CHOPPED HITS**

No bunting or chopped hits are allowed. Penalty: batter is out and no runners may advance.

16. **SLIDING**

Runners must concede the out when the defense is attempting to complete the play. In other words, **RUNNERS, GET OUT OF THE WAY!** For questions concerning sliding, see the umpire before the game or refer to ASA Rule 8, Section 8.

17. **MISCELLANEOUS**

- A. Jewelry: All exposed items that are judged by the umpire to be hazardous or potentially dangerous; i.e., neck chains, watches, bracelets, or earrings may not be worn during the game.
- B. No steel, molded plastic, or football cleats may be worn. Removable cleats are also prohibited. RUBBER CLEATS ARE ALLOWED.

18. **ORANGE BAG RULE**

On an infield play at first base, the runner shall touch the orange bag only. The defensive player is entitled to the white bag only. A runner touching the white bag can only be called out on appeal to the umpire. The defensive team can appeal until the base runner returns and touches the bag. Once the runner has returned and touched the bag, there are no grounds for appeal. If the defensive player touches the orange bag, the runner will be called safe. Exception: the first baseman may move to the outside corner of the orange bag to catch a throw as long as the play does not interfere with the runner. This is up to the discretion of the umpire.

19. **INJURY/911**

The on-site Field Supervisor will call 911 when necessary. Any player that is provided transportation by the ambulance to a medical facility is responsible for any fees incurred.

20. **ELASTICITY**

Judgment will be made upon any rule or procedure not stated herein by the Recreation Coordinator or on-site Field Supervisor, as necessary, to provide for the recreational enjoyment and safety of players, coaches, managers, spectators, and Recreation staff members.

SECTION III: CODE OF CONDUCT

All rules will be strictly enforced. The term "individual" includes manager, coach, player and spectator. The term "official" includes umpire, Recreation Coordinator, and Town staff. A team is responsible for the conduct of its individuals. Misconduct may result in penalizing an individual and/or a team with respect to Parks and Recreation Department leagues and tournaments.

No Individual Shall:

At any time lay a hand upon, shove, strike or threaten to strike an official or individual.

Maximum Penalty: Banned from the Town of Fountain Hills sports programs and assault charges may be filed.

Be guilty of objectionable demonstration of dissent by throwing gloves, bats, balls, or any other forceful action.

Minimum Penalty: Warning by official.

Maximum Penalty: Ejected from game and playing field area.

Discuss with an official, in any manner, the decision reached by such official except the manager, coach or captain.

Minimum Penalty: Warning by official.

Maximum Penalty: Ejected from game and playing field area.

Be guilty of using unnecessarily rough tactics in the play of a game.

Minimum Penalty: Ejected from the game and playing field area, and suspended from one league game.

Maximum Penalty: Banned from the Town of Fountain Hills sports programs and/or assault charges may be filed.

Be guilty of a physical attack as an aggressor upon any official or individual.

Minimum Penalty: Officials are required to immediately suspend the player from further play and report the incident to the Recreation Coordinator. Such player shall remain suspended until Town staff has reviewed the incident.

Maximum Penalty: Banned from Town of Fountain Hills sports programs and/or assault charges may be filed.

Be guilty of an abusive verbal attack upon any official or individual on or off the playing field.

Minimum Penalty: Ejected from the game and playing field area, suspended from two league games, and probation for the remainder of the season.

Maximum Penalty: Suspension for one full year and probation for six months.

Use profane, obscene, or vulgar language in any manner, at any time, on or off the playing field directed at a player or official.

Minimum Penalty: Warning by the official or Recreation Coordinator.

Maximum Penalty: Ejected from the game and probation for the remainder of the season.

Use profane, obscene, or vulgar language in any manner, at any time, on or off the playing field in an undirected manner.

1st offense of game: Warning by the official or Recreation Coordinator

2nd offense of game: Ejection from the game.

Appear on the field of play at any time in an intoxicated condition or under the influence of any other type of illegal or legal drug that will infringe upon the individual's safety or the safety of others.

Minimum Penalty: Ejection from the game and probation for the remainder of the season.

Maximum Penalty: Banned from the Town of Fountain Hills sports programs.

Drink alcoholic beverages during league or tournament games.

Minimum Penalty: Forfeiture of the game and probation for the remainder of the season.

Maximum Penalty: Suspension of the team and probation for six months.

Drink alcoholic beverages in any Town facility parking lot.

Minimum Penalty: Suspension for the season and probation for the next season.

Maximum Penalty: Suspension from play up to six months and probation for six months.

Be guilty of damaging, destroying, or stealing Town property.

Minimum Penalty: Suspension for the remainder of the season and compensation for damages.

Maximum Penalty: Banned from Town of Fountain Hills sports programs and criminal charges may be filed.

Be guilty of any demonstration of unsportsmanlike conduct.

Minimum Penalty: Warning by official or Recreation Coordinator.

Maximum Penalty: Banned from Town of Fountain Hills sports programs.

NOTE: Players, coaches, or managers who are on probation when another incident occurs, may have their penalty increased to the maximum.

SECTION IV: ENFORCEMENT

1. SUSPENDED/EJECTED PLAYER

- A. A suspended/ejected player must remove himself or herself immediately from the contest area (including the parking lot) as designated by the on-site Field Supervisor.
- B. If a suspended/ejected player does not remove himself/herself from the contest area, their team members or coaches/managers are responsible for his/her removal.
- C. **TWO-MINUTE CLAUSE:** Two minutes shall be allowed for suspended/ejected players to remove himself/herself from the designated contest area. If this limit is not met, the game shall be forfeited to the offended team and Fountain Hills Marshals' Department will be contacted to remove the person from the park.
- D. The on-site Field Supervisor or official may suspend a player from further play on that day only. Further suspension is up to the Recreation Coordinator only.
- E. **Players/teams that are ejected from a game will receive an automatic two-game suspension and be placed on probation for the remainder of the season.**
- F. A player, coach, or manager may appeal a suspension within 24 hours in writing to the Parks and Recreation Department for further action. The Recreation Coordinator and Recreation Supervisor will hear the appeal within 10 working days.